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Commonwealth of Pennsylvania
Kutztown State College
Kutztown, Pennsylvania

Minutes of the Faculty Senate Meeting
May 2, 1974

The Faculty Senate met on Thursday, May 2, 1974, in the Library Science Reading Room, Rohrbach Library, at 4:00 p. m.

Present were: Prof. Clarence Arnold, Prof. Betty Bartlett, Dr. Walter Bleckmann, Prof. Mary Burkett, Dr. Kenneth Cook, Dr. Constance Dent, Dr. Paul Drumm for Vice President Dodson Dreisbach, Dr. Edward Evans, Dr. Gordon Goldberg, Prof. Daniel Hinkel, Prof. William Klucsarits, Dr. William Laurita, Dr. Richard Law, Dr. Elizabeth Liddicoat, Dr. Gilbert McKlveen, Prof. Carol Mann, Dr. Earl Reeves for Prof. Peter Miller, Prof. Mary Mobley, Dr. George Monroe, Prof. Margaret Morris, Prof. Betty Snyder for Prof. Patricia Ori, Prof. Samuel Ottinger, Prof. Thomas Sanelli, Dr. Edwin Schatkowski, Prof. John Scott, Prof. Floyd Stauffer, Dr. Ruth Stickney, Dr. Evan Kern for Dr. Walter Warzeski, Dr. Glenn Webb and guests Dr. Robert Fina, Prof. Sara Mack, Robert L. Gately and John Fredericks, SGB.

Upon motion by Prof. Morris and Prof. Hinkel, the minutes of the April 4, 1974 meeting were approved.

ANNOUNCEMENTS

1. Chairman Monroe offered congratulations to Mr. John Fredericks on his recent nomination for appointment to the Kutztown State College Board of Trustees.

2. Several upcoming Faculty Senate meetings were announced:

Thursday, May 9 4:00 p. m. - a continuation of May Senate mtg.
Friday, May 24 9:30 a. m. - special meeting
Thursday, July 25 1:30 p. m. - summer meeting
Thursday, Sept. 12 4:00 p. m. - first meeting of the 1974-75
academic year

3. Prof. Ottinger indicated that the election of at-large senators is in process.

4. Chairman Monroe presented (after approval by a majority of the Executive Committee) an addition to the agenda, a course proposal, "Introduction to Organic and Biological Chemistry."

COMMITTEE REPORTS

1. Standing Committee on Faculty Affairs

Dr. Bleckmann, chairman, presented to the Senate this committee's recommendations, "Guidelines for Committees on the Disposition of Personnel and Evaluative Material", as follows:

The following Guidelines for Committees on the Disposition of Personnel and Evaluative Material have been developed by the Senate Subcommittee on Faculty Affairs. The Guidelines have been reviewed and approved by the committees concerned. These include Due Process, Merit Increment, Promotions, Sabbatical Leave, and Tenure. The Guidelines are herewith submitted to the Senate.

When the Committee has no further demonstrable need for the material submitted, the material shall be returned to the sender, or to the originator of the material, whichever in the opinion of the Committee will best preserve the privacy of the faculty member concerned. If the identity of the sender or originator is not ascertainable, the material should be returned to the faculty member.

Since the period of time in which materials of the type in question must be held by the Committee will vary from case to case, no specific recommendations are offered by the Senate. However, it would seem that the disposal of the material within ten days after terminal action, i.e., action by the Board of Trustees, conclusion of appeals, etc., should meet the needs of the Committees, and protect the privacy of the faculty member.

The Senate suggests that the Chairperson of the Committee assume the responsibility for the execution of these guidelines.

Dr. Bleckmann moved the approval of these guidelines. After second by Dr. Schatkowski, the motion carried.

2. Standing Committee on Academic Affairs

Dr. Law, chairman, announced that this committee will meet in several days and present its report on Thursday, May 9, at the continuation of this meeting.

3. Ad Hoc Committee on Life Experiences and College Credit

Dr. Dent, chairperson, presented the report of this committee. It was determined that the report should be considered for approval one section at a time. The report is as follows:

Report of the Senate Ad Hoc Committee to
Consider College Credit for Life Experiences

The committee has met periodically since February of this year, and as a result of their deliberations have evolved the following report.

The subcommittee recognizes that for some time the college has provided the means for students to earn academic credits in ways other than the satisfactory completion of standard courses here or at universities or other colleges. It is evident, however, that we need to publicize and explain the provisions to students at large, as well as to the college faculty. If all our students were made aware of the opportunities for earning college credits in ways alternative to completing standard courses, most likely more students would attempt to use these ways to expedite their matriculation and, perhaps, to avoid taking one course or another that would only repeat learning experiences that they previously had had, outside the formal academic community.

The subcommittee's recommendations pertain to three alternative avenues of earning college credits:

1. Challenge Examination
2. CLEP Examinations
3. General Battery Examinations

1. Challenge Examination

In the current undergraduate bulletin, pages 28-29, "Credit by Examination" is explained. We recommend that item 1. (bottom p. 28) be deleted because it is so restrictive in several respects as to be, or seem to be, prohibitive to most students who might be interested in trying to earn credit by examination. We recommend that the paragraph be replaced by an explanation like this:

1. A full-time or part-time student, who by experience or training has acquired academic background or comprehension comparable to that required of students who complete a given course, may petition the department offering that course for the privilege of taking an examination in the course for the purpose of establishing credit for it. Application should be made to the chairman of the department, and an information copy should be sent to the Committee on Academic Affairs and the Registrar.

The department chairman and the professor that he or she designates to review the application should, if they approve it, prepare and administer special examination in the course at a time agreed upon with the student and which is before the end of the semester when the application was received.

After grading the examination "Pass" or "Fail," the chairman and designated professor should report the result in writing to the student, the Committee on Academic Affairs, and the Registrar. For a grade of "Pass" the student would earn the academic credits that ordinarily are earned by completing the designated course.

The committee sees no need to delete Item 2. (top p. 29 of the catalogue) which is intended for the particular use of seniors whose problem with scheduling a required course might prevent their being graduated at the appropriate time. However the following statement should be inserted between the second and third sentences in Item 2.: "The petition must have the written endorsement of the department chairman who is concerned and the faculty member

who consents to working with the student."

Item 3. (p. 29) should be deleted.

2. CLEP Examinations

The sub-committee additionally recommends that each department review the available subject examinations which can be provided through the College Level Examination Program (CLEP) of the Educational Testing Service (ETS) in an effort to broaden the number of courses a student can take by this type of examination. The committee has determined that there are approximately 14 more subject examinations than have currently been approved by departments available to students who might wish to determine if they could pass a course in this manner.

The committee is willing, pending approval of this recommendation by the Senate, to apprise all departments of the examinations in their areas that are available but not currently being offered to students. Further, some guidance as to appropriate cut-off scores for the granting of course credit can be provided for each department's consideration.

3. General Battery Examinations

A third recommendation of the subcommittee involves the General Battery Examinations of ETS. These examinations are designed to tap a student's knowledge on a broader basis. They cover five general areas. In most cases they are designed to determine what a student has acquired in terms of a "general education" in broader categorizations of subject matter than is involved in a single course. The five general battery examinations are: natural sciences, social sciences, humanities, mathematics, and English Composition. The committee felt that if a student could demonstrate a respectable competency on any of these rather difficult general examinations, this would give us an objective measure of knowledge generated from his life experiences outside of college but which would be comparable to the understanding which our general education concept has been designed to foster.

In other words we would be able to determine objectively if knowledge from life experiences could be translated into the kind of appreciation of his total culture and environment that general education provides.

The committee is not prepared at this time to make a specific recommendation on how much credit should be given for each examination or at what percentile level of achievement such credit could be granted. Rather the committee has chosen to recommend an experimental approach to these questions. ETS will provide free of cost 200 general examinations in each area (1,000 in total) to any college considering the merits of making the General Battery available to students. The committee has determined that leaders of the Entra program, a program designed for all incoming freshman and transfer students to be oriented to our campus during the summer, are willing to devote an hour of program time to the administration of one general examination to each entering student. Information gleaned from this experimental approach could help us decide whether we wished to adopt the General Battery Examinations and make them available to students and, if so, at what level of competency and for what amount of credits per examination. If the decision to accept some credit for general examinations

would subsequently be made, the committee recommends that students who were experimental subjects but who qualified according to standards adopted be given credit for their performance.

Another topic to which the committee gave considerable attention is ways other than the General Battery Examinations for earning credit for life experiences. The committee examined descriptions of procedures used at some other institutions but did not find sufficient information about implementation of a system for granting credit for life experiences at the present time. In the future there may be reason for further study of this question, focusing in particular on determining the validity of "life experiences" for academic credit, defining kinds of representative experiences that might be considered, the means of evaluating the experiences and gauging their worth when translated into academic credits.

Dr. Law moved approval of Section 1 on Challenge Examinations. Dr. Dent seconded the motion, and after some discussion, the motion carried.

Dr. Dent moved, with second by Prof. Morris, the approval of Section 2 on CLEP Examinations. The motion carried.

Prof. Ottinger and Dr. Law moved the adoption of Section 3 on General Battery Examinations and the motion carried. Chairman Monroe asked the committee to pursue the recommendations of Section 3 and to determine who will be responsible for carrying out these recommendations.

UNFINISHED BUSINESS (MID-YEAR TERM GUIDELINES)

Mid-Year Term Guidelines, distributed to the Senate at its April meeting but not discussed then, were presented for discussion by Chairman Monroe. There was brief discussion and no suggestions for revision were presented.

NEW BUSINESS

1. Approval of Undergraduate Degree Candidates

Since no list of undergraduate degree candidates was presented to the Senate, upon motion by Prof. Ottinger and Dr. Evans this matter was tabled until the May 9 session.

2. Approval of Graduate Degree Candidates

Dr. Drumm moved, with second by Dr. Kern, the approval of the Graduate degree candidates, contingent upon satisfactory completion of all degree requirements. The motion carried.

3. SGB Proposal: Activities Validation Sticker

Prof. Ottinger moved to refer this proposal to the Senate Committee on Student Affairs. The motion was seconded by Prof. Bartlett and carried.

4. College Committee on Academic Affairs

Dr. Law briefly discussed the present college policy on repeating courses (as given on Page 25 of the 1974-75 College Catalog) and moved to reaffirm this policy. Dr. Liddicoat seconded the motion and it carried.

5. Tenure Guidelines

Tenure Committee Guidelines were presented to the Senate for discussion purposes. Since there were no members of the Tenure Committee present, consideration of the guidelines was tabled upon motion by Dr. McKlveen and Prof. Ottinger. The guidelines will be considered again in the near future.

6. Graduate Council Business

- a. Prof. Mobley and Dr. Law moved approval of the course proposal, "Workshop in Aesthetic Education." The motion carried. During the coming summer this course will be offered as an inservice course.
- b. Prof. Mobley and Dr. Kern moved approval of the course proposal, "Art Education Curriculum Workshop." Dr. Kern and Dr. Drumm moved to amend the course title by deleting the word "Workshop." The amending motion carried, with Prof. Ottinger abstaining. The original motion then carried.
- c. Prof. Mobley and Prof. Sanelli moved approval of the course proposal, "Television Production Workshop." There was some discussion of the number of clock hours for the course. The meeting dissolved at 5:35 p. m. for lack of a quorum without completing action on this proposal.

Commonwealth of Pennsylvania
Kutztown State College
Kutztown, Pennsylvania

Minutes of the Faculty Senate Meeting
May 9, 1974
(Continuation of May 2, 1974 Meeting)

The Faculty Senate met on Thursday, May 9, 1974, in the Library Science Reading Room, Rohrbach Library, at 4:00 p. m.

Present were: Prof. Clarence Arnold, Dr. M. Eric Beaven for Betty Bartlett, Dr. Walter Bleckmann, Prof. Mary Burkett, Dr. Kenneth Cook, Dr. Constance Dent, Vice President Dodson Dreisbach, Dr. Edward Evans, Prof. Joseph Gallo,

Dr. Gordon Goldberg, Prof. Daniel Hinkel, Prof. William Klucsarits, Dr. William Laurita, Dr. Richard Law, Dr. Elizabeth Liddicoat, Dr. Gilbert McKlveen, Prof. Carol Mann, Prof. Mary Mobley, Dr. George Monroe, Prof. Margaret Morris, Prof. Patricia Ori, Prof. Samuel Ottinger, Dean Dennis Roth, Prof. Thomas Sanelli, Prof. John Scott, Dr. Edwin Schatkowski, Prof. Floyd Stauffer, Dr. Ruth Stickney, Dr. Walter Warzeski and Dr. Glenn Webb and guests Prof. Helen Berg, Prof. Frances Dreisbach, Dr. Thomas Sexton, Tenure Committee; Dean Paul Drumm; Dr. Robert Fina; John Fredericks, SGB; Dr. Coleman Hamel and Prof. Sara Mack.

REPORT OF SENATE COMMITTEE ON ACADEMIC AFFAIRS

Chairman Monroe called the meeting to order and asked Dr. Law to present the recommendations made by the Senate Committee on Academic Affairs concerning the Continuing Education Committee. After a brief discussion, Dr. Law moved, with second by Prof. Sanelli, to approve the recommendations as presented by the Committee. After further discussion, Dr. Beaven and Dr. Goldberg moved to amend the report by omitting each occurrence of the word "credit" in line 4 of the report.

Dr. Warzeski then moved, with second by Dr. Dreisbach, to table the recommendations of the Committee. The motion carried. Dr. Warzeski and Dean Roth then moved to have the Senate Committee on Academic Affairs meet with Dr. Dreisbach and Mr. Rhein to discuss the issues of the report and clarify the Committee's recommendations. Prof. Stauffer then moved to amend the motion by having the Committee meet with Dr. Dreisbach and Mr. Rhein in the near future so that the Committee could report back at the next Senate meeting. After this motion failed due to lack of a second, the original motion carried.

UNDERGRADUATE DEGREE CANDIDATES

Upon motion by Prof. Ottinger and Dr. Schatkowski, the approval of the list of undergraduate degree candidates was removed from the table. Prof. Ottinger and Dr. Evans moved approval of the undergraduate degree candidates contingent upon satisfactory completion of all degree requirements.

Dr. Dreisbach and Prof. Ottinger then moved to amend the motion by adding the names of other degree candidates not included on the original list, and specifically to include the following names: Judith Brobst Benfer, Ihor Cap, Rodger Lewis Dunn, James David Fritch, Mary L. Keil, Scott Conway MacFarlan, Eleanor M. Patton and David H. Silbermann. The amendment motion carried, after which the original motion carried.

TENURE GUIDELINES

Upon motion by Prof. Morris and Dr. McKlveen, the Tenure Committee Guidelines were removed from the table for discussion. After several questions were asked and discussed, the Senate brought to an end its discussion of the guidelines.

COURSE PROPOSALS

1. Return to Consideration of the proposal for the Television Production Workshop

(A motion to approve this proposal had been made at the close of the May 2 meeting but had not been voted on when that meeting was terminated due to a lack of quorum.)

During the discussion of this proposal, Dr. Fina indicated that the 4 clock hours on the proposal should be changed to 5 clock hours. After further discussion, this proposal was approved.

2. Additional Graduate Level Course Proposals

Each of the following course proposals was then approved by the Senate upon motion made by the persons whose names are given in parentheses:

- a. Seminar in Problems and Issues in United States Racial and Ethnic History (Prof. Mobley and Dr. Goldberg)
- b. Problems and Issues in the Middle East During the 19th and 20th Century (Prof. Mobley and Dr. Goldberg)
- c. Comparative Communist Systems (Prof. Mobley and Dr. Warzeski)
- d. Upon motion by Dr. Cook and Prof. Arnold, the Senate considered the following six Library Science course proposals as a package:

- (1) Academic Library Services
- (2) Public Library Services
- (3) Special Library Services
- (4) Serial Publications
- (5) Government Publications
- (6) Advanced Cataloging and Classification

(approved upon motion by Prof. Mobley and Dr. Law)

- e. Program Proposal: Internship in Community College Teaching, including proposals for two new courses:
 - (1) Community College Curriculum and Instructional Procedures
 - (2) Community College Internship

(approved upon motion by Prof. Mobley and Dr. Beaven)


3. Undergraduate Course Proposals


Each of the following was approved by the Senate upon motion made by the persons whose names are given in parentheses:

- a. Anthropology of Religion/Sociology of Religion (Dr. Dreisbach and Prof. Mobley) (Dr. Schatkowski recorded a negative vote.)
- b. Course Title and Course Description revisions for the Course Ed 200 (Dr. Dreisbach and Dean Roth)

- c. Liberalization of the Special Education Program for the Mentally Retarded by changing the course Spec Ed 305 from a required course to an elective course and permitting the student to take Spec Ed 305 or Spec Ed 350 (Dr. Dreisbach and Dr. Law)
- d. Catalog Change for the Course Li 320 (Dr. Dreisbach and Prof. Ottinger)
- e. Introduction to Organic and Biological Chemistry (Dr. Dreisbach and Dr. Stickney)

Upon motion by Dr. Schatkowski and Prof. Ottinger, the meeting adjourned at 5:05 p. m.


George K. Monroe
Chairman, Faculty Senate


Edward W. Evans
Secretary, Faculty Senate